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**Turtle Mountain Community College
Special Board of Directors Meeting
July 14, 2011
12:00 p.m.**

OFFICIAL MINUTES

Board of Directors Present: Dr. Leigh Jeanotte, Barbara Poitra, Carla Peltier, Robert Lattergrass.

Board of Directors absent: Duane Poitra.

Board of Trustees Present: Dwight Trottier, Brittany Belgarde, John Frederick.

Board of Trustees absent: James Lindgren, Elmer Davis, Jr., Zelma Peltier, David Brien, Caitlin Morin, Theresa Rivard, Yvonne St. Claire.

TMCC Employees: Jackie De Los Santos, Wanda Laducer.

I. Call to order: Chairperson Poitra called the meeting to order at 12:10 p.m.

II. Opening Prayer: Performed by Chairperson Poitra.

III. Roll call: Performed by Jackie De Los Santos.

IV. Approval of Agenda: Chairperson Poitra asked for the motion to approve the agenda. Carla Peltier made the motion, seconded by Dr. Leigh Jeanotte. All were in favor. Motion carried.

Robert Lattergrass entered at 12:15 p.m.

V. New Business

a) Presidents' Evaluation Form:

- Chairperson Poitra, Carla Peltier, John Frederick, and Yvonne St. Claire will be the evaluators for President Davis' contract. The following steps may be taken:
 - Each committee member will evaluate the President on their own, then get together with the results.
 - Let President Davis respond to each question prior to the committee evaluating him, the committee can take his written responses and evaluate based on each person's knowledge of what he has done verses what President Davis has stated.
 - We need to have an evaluating tool to base the responses.
 - Dr. Jeanotte suggested that the committee members rate the evaluation and if they don't know the information, they can mark don't know and have President Davis provide documentation on the particular questions.
- John Frederick requested that Wanda locate and provide copies of President Davis' monthly reports.

- 41 ○ Dr. Jeanotte feels that we need to develop a document which states the process
42 and the dates of the evaluations. Dr. Jeanotte feels that Dr. Davis should also
43 perform a self evaluation. Once the evaluation is completed that in the procedures
44 it will provide a corrective action statement, the strengths and weaknesses, and
45 goals for the President. There should also be a midyear review which indicates
46 how the President is performing.
- 47 • **Carla Peltier made a motion that Dr. Davis responds to each item on the evaluation**
48 **form so the board can evaluate based on his responses. This will be available to the**
49 **Board by Thursday, July 21st, 2011, so they may be prepared to perform their**
50 **evaluation. The committee will tentatively meet on July 26th at 5:00 p.m. to perform**
51 **the evaluation. This particular meeting will consist of the assigned committee, Dr.**
52 **Davis, and the Board of Directors recording secretary. Seconded by Robert**
53 **Lattergrass. All were in favor. Motion carried.**


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55 b) **Secretary's Contract:**


- 56 • **Dr. Leigh Jeanotte made a motion to approve the TMCC Board of Directors board**
57 **Secretary Contract which is the same as the last contract. Carla Peltier seconded**
58 **this motion. All were in favor. Motion carried.**

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60 VI. **Next Meeting:**

- 61 ⬇ Regular Board Meeting July 25, 2011 at 5:00 p.m. in the TMCC Board Room
62 ⬇ Special Board Meeting July 26, 2011 at 5:00 p.m. in the TMCC Board Room

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64 VII. **Adjournment: Chairperson Poitra asked for the motion to adjourn. Carla Peltier made the**
65 **motion, seconded by Robert Lattergrass. All were in favor. Motion carried. Meeting**
66 **adjourned at 12:45 p.m.**

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 Barbara Poitra, Chairperson



 Jaclyn De Los Santos, Board Secretary